



**DEPARTMENT OF JUVENILE JUSTICE  
AND DELINQUENCY PREVENTION  
Juvenile Crime Prevention Council (JCPC) Policy Glossary**

**Academic Enhancement:** Services intended to supplement a full time academic program. Examples include tutoring and homework assistance.

**Active Caseload:** The number of juveniles currently enrolled in a JCPC funded program.

**Adjudicated:** Facts in a petition or motion that have been proven.

**Adjudication:** The court process whereby a juvenile is found to be delinquent, undisciplined, dependent, neglected, or abused.

**Administrative Funds:** JCPC funds set aside to carry out the Council's responsibilities.

**Assessment Programs:** Programs that offer one (1) or more particular evaluation or assessment services to provide diagnosis and treatment intervention recommendations for youth.

**At-Risk:** A juvenile who:

- a) has not been adjudicated delinquent or undisciplined; and
- b) has demonstrated significant inappropriate or anti-social behavior that would suggest a high probability of court involvement; and/or
- c) has one (1) or more identified risk factors for delinquency.

**Behavior Management-Behavioral Contracting:** This treatment operates on the basic principle that individuals will adapt their behavior in response to positive (rewards) and negative (punishment) responses from their environment. Typically, a set of goals reflecting specific behaviors is agreed upon. If the goals are achieved, the individual is rewarded. If the goals are not achieved, there is a cost or penalty either in terms of not receiving the reward or other sanctions.

**County Plan:** The document submitted to the local County Commissioners and the Department that details the JCPC comprehensive planning process and progress towards meeting specific county goals. The County Plan guides JCPC activities and decision-making in the current year, as well as goals and activities in future years.

**Cash Match:** The local funding provided by county government and other local resources and used to provide the required local share of a program budget proportionate to the Department funds as required by the Department.

**Certification (JCPC Certification):** The document submitted annually by the JCPC verifying the completion of its legislatively mandated responsibilities regarding membership, written by-laws, and established external communication.

**Client Tracking:** A process that is used by all JCPC funded programs to record on a monthly basis, demographic data and program performance data for each juvenile served in a JCPC funded program.

**Clinical Treatment Programs:** Programs that offer professional help to a juvenile and/or the juvenile's family to solve problems through goal directed planning. It may include individual, group, family counseling or a combination. It may have a particular focus such as sex offender treatment or substance abuse treatment. Services may be community or home based.

**Cognitive Behavioral Therapy:** The goal of cognitive behavioral therapy is to correct an individual's faulty perceptions of themselves and/or the world around them. This type of therapy provides skills individuals can use to monitor their thought patterns and correct their behavior as situations unfold around them. Treatment may also focus on relapse prevention by having juveniles evaluate situations that may lead to a relapse of delinquent behavior, and then plan for how to either avoid them or cope with them effectively.

**Collateral Contacts:** Any contacts, other than juvenile and/or family contact, with related professionals regarding the juvenile or on the juvenile's behalf.

**Comprehensive Strategy:** A community-focused, research-based approach to juvenile delinquency that builds on and unifies the efforts of all services and program providers and integrates the full spectrum of juvenile and prevention efforts; the right resource for the right juvenile at the right time. *(Framework developed by the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP) and adopted by the NC Department of Juvenile Justice and Delinquency Prevention (Department of Juvenile Justice and Delinquency Prevention), which guides communities in how to prevent and combat juvenile crime.)*

**Community Day Programs:** A multi-component, community based, non-residential program structure that provides closely supervised intervention and prevention services for delinquent, undisciplined, intake diverted, and at-risk youth.

**Community Disposition:** Jurisdiction over a juvenile who has been adjudicated delinquent and for whom the dispositional chart prescribes a Level 1 disposition.

**Continuum Building:** A process of developing an array of needed services within a community.

**Counseling:** A process by which a professional helps a juvenile and/or the juvenile's family to solve problems through goal directed planning. May include individual, group, or family counseling, or a combination. May have a particular focus such as sex offender treatment or substance abuse treatment.

**Court Counselor:** An employee of Department of Juvenile Justice and Delinquency Prevention who provides intake, probation, intensive supervision, protective supervision, post-release

supervision and/or other services under the direction of the Chief Court Counselor in each district.

**Court Referred:** Juveniles under the jurisdiction of the court (*court counselor consultation, diverted, adjudicated, protective supervision, probation supervision, continuation services, commitment status and post-release supervision referred*) who are referred by Department of Juvenile Justice and Delinquency Prevention staff to appropriate resources to address identified needs.

**Crisis Counseling:** Short term assistance provided by a licensed clinician either face to face, by phone or on behalf of juveniles in immediate danger of physical or emotional injury.

**Delinquency Prevention:** Efforts to prevent juveniles from violating the law by addressing protective factors and the specific risk factors in the counties in which the JCPC operates.

**Delinquent Juvenile:** Any juvenile who, while less than 16 years of age, but at least six (6) years of age, commits a crime or infraction under State law or under an ordinance of local government, including violation of motor vehicle laws.

**Designee:** Person identified by a legislatively authorized position to fully represent that position and that person's agency on the Juvenile Crime Prevention Council.

**Direct Care:** In JCPC funded programs, staff or volunteers involved in the direct supervision of juveniles as their primary job responsibility and who are engaged directly with juveniles at least the majority of their time on duty.

**Discretionary Funds:** Discretionary Juvenile Crime Prevention Funds are those funds allocated to counties by the Department that remain uncommitted for a period of six (6) months or are released by the county.

**Dispositional Option:** An order of the court in response to an adjudication that mandates sanctions for delinquent and undisciplined juveniles.

**Diversion:** Intervention services delivered to a delinquent or undisciplined juvenile when a complaint is not approved for filing as a petition.

- a) ***Diversion Plan:*** Court Counselor monitors an agreement between a Court Counselor, juvenile, and the juvenile's family that specifies terms to which the juvenile and the juvenile's family agree.
- b) ***Diversion/Contract:*** Court Counselor monitors a written agreement between a Court Counselor, juvenile and the juvenile's family that specifies terms to which the juvenile and the juvenile's family agree. All parties sign this agreement.

**Drug, Alcohol Therapy/Education:** Treatment aimed at reducing the use or abuse of illegal drugs or alcohol and education focused on teaching about the effects of drugs and/or alcohol. May include 12-step programs such as Alcoholics Anonymous or Narcotics Anonymous.

**Emergency Shelter:** A non-secure residential service that maintains a 24-hour admission policy and an average length of stay of 15 days or less for runaway shelters, or 90 days or less for others licensed as emergency shelters, and provides housing and support services to court-involved or at-risk youth.

**Employment Related:** The overall emphasis is on preparing the juvenile to enter the work force by providing actual employment, job placement, non-paid work service (non-restitution based), job training or career counseling.

**Evaluation:** Reviewing program activities to ascertain the effectiveness of a program's interventions or services.

**Family:** The composition of a family system for a given juvenile may vary and should be respected and broadly interpreted.

**Family Counseling-Therapy:** A treatment technique focusing on family interactions/dynamics and their link to delinquent behavior. This type of treatment involves the entire family, but at a minimum involves the juvenile and the juvenile's parent(s). May also include the availability of a trained individual to respond either over the phone or in person to a crisis involving the juvenile and/or the juvenile's family.

**Final Accounting Form:** Documentation that is required by each JCPC funded program on an annual basis that identifies actual amounts budgeted and expended at the close of the fiscal year.

**Fiscal Year:** The JCPC funding year cycle for programs that begins on July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the following year and is consistent with state and county fiscal year.

**Funding Plan:** Budget portion of the County Plan that lists the programs and the amount of revenues budgeted for JCPC/Department of Juvenile Justice and Delinquency Prevention funds and other local, in kind and state/federal funds.

**Group Counseling-Therapy:** A treatment technique based on group interaction; typically involving or facilitated by a therapist or counselor and focusing on psychological, behavioral, and/or interpersonal problems.

**Group Home:** Residential placement providing 24-hour care for 90 days or more for juveniles whose behavioral and social summaries indicate that they are at-risk of becoming involved with the juvenile justice system, or juveniles who have been adjudicated undisciplined or delinquent or juveniles on diversion from juvenile court for delinquent or undisciplined complaints.

**Home Based Family Services:** Short term, intensive services involving the entire family intended to prevent family dissolution, and delinquent and undisciplined behavior by empowering families to become more functional and self-sufficient.

**Individual Counseling-Therapy:** A treatment technique based on one-on-one meetings with a therapist or counselor focusing on psychological, behavioral, and/or interpersonal problems.

**Individual Service Plan:** A detailed outline of services for juveniles while participating in a program that outlines the responsibilities of each party in delivering or facilitating these services. It includes clear and measurable outcomes and target dates for completion.

**Informed Consent:** Permission given after being fully apprised of all potential risks and benefits of interventions or services.

**In-Kind Match:** A non-cash, local contribution to the operating costs of Juvenile Crime Prevention Council funded program.

**Intermediate Disposition:** Jurisdiction over a juvenile who has been adjudicated delinquent and for whom the dispositional chart prescribes a Level 2 disposition.

**Intensive Supervision:** An increased level of contact by juvenile justice authorities intended to monitor and control the behavior of a juvenile through close supervision. Often this is aided by reducing the caseload of the supervising court counselors.

**Intervention Services:** Direct services intended to reduce delinquency and/or improve behavior, provided to delinquent or undisciplined juveniles and the juvenile's family.

**Interpersonal Skills:** Interpersonal skill building is a treatment technique focusing on developing the social skills required for an individual to interact in a positive way with others.

**Juvenile:** Any person who has not reached his/her eighteenth birthday and is not married, emancipated, or a member of the armed forces of the United States. Wherever the term "juvenile" is used with reference to rights and privileges, that term encompasses the attorney for the juvenile as well.

**Juvenile Crime Prevention Council (JCPC):** Local planning bodies, created under *N.C. Gen. Stat. § 143B-544, Creation; method of appointment; membership; chair and vice-chair*, appointed by the board of commissioners of a county that works in partnership with the state to provide community-based programs for court involved and at-risk juveniles.

**Juvenile Crime Prevention Council Fund:** Funding allocated by the General Assembly to the Department for county government use on a matching basis. Funds are used to establish and to maintain intervention and prevention services planned for by the Juvenile Crime Prevention Council.

**Life Skills Training:** This type of program focuses on effectively managing everyday living. This may include a wide range of issues such as general problem solving, social/moral reasoning, balancing responsibilities, how to deal with housing issues, time and money management.

**Local Match:** Funds from the County, other local sources, and grants used to match Department of Juvenile Justice and Delinquency Prevention funds. Local match may be in the form of cash or in-kind contributions, or a combination of both.

**Mediation:** A private process of negotiation conducted by a neutral third-party, a mediator. It is a consensual decision-making process by parties who work toward mutual understanding to resolve a problem or a dispute.

**Mentoring:** An individual providing support, friendship, advice, and/or assistance; spending time with the juvenile on a regular basis; engaging in activities such as sports, movies, helping with homework, etc. The mentor does not necessarily have to be an adult, but may be an older child in the same school or a youth volunteer.

**Monitoring:** Reviewing program operation for compliance with approved program agreement.

**Multi-County JCPC:** Two (2) or more counties in the same judicial district that choose to join together as one (1) functional JCPC as allowed by *N.C. Gen. Stat. § 143B-544(b)*.

**Multi-County Programs:** Programs administered by a single agency with a single revenue and expenditure budget, that contract for services using a JCPC program agreement with two (2) or more counties. Those individual program agreements meet all requirements for county participation in the Juvenile Crime Prevention Council fund.

**Needs Assessment:** A systematic assessment of services and treatment needs of juvenile and family, which should be addressed in a court disposition and/or a service plan.

**North Carolina Juvenile Online Information Network (NC-JOIN):** A web-based system (application) that allows users to track juvenile progress and placement throughout the juvenile justice system.

**Parent/Family Skill Building:** Programs or components thereof whose primary purpose is to provide opportunities for juveniles, siblings and parents to learn skills and attitudes needed to build healthy, non-abusive family interactions, solve problems together through effective communications using a strength-based, family centered approach and structured curriculum.

**Parent Training-Counseling:** A type of treatment technique that focuses on psychological or interpersonal issues faced by a parent(s) of a juvenile. The problems and issues may or may not directly overlap with issues faced by the juvenile or family dynamics in general. This type of counseling occurs without the juvenile being present and may involve individual parents or parent groups. It may also include training for the parent(s) of the juvenile in child management skills such as communicating with adolescents, providing positive reinforcement, positive discipline, and resolving conflicts.

**Planning:** The means through which the JCPC works toward the development of a comprehensive continuum of needed services for juveniles in their community.

**Program Agreement:** An agreement that identifies the type of program, programmatic services to be delivered to a specified number of juveniles, a line item budget and budget narrative for anticipated expenditures, revenue sources and clauses to assure provisions compliance with 28 NCAC in addition to a formal statement by the program manager to indemnify and hold harmless the Department.

**Program Agreement Revision:** A contract that modifies the program agreement for the content of services or for modification of the program budget submitted and approved by the Department.

**Program Structure:** A setting or context that fulfills specific intervention needs or requirements other than service delivery.

**Recidivism:** The reoccurrence of delinquent, undisciplined, or illegal behavior as evidenced by a formal complaint in the form of a juvenile petition or an adult warrant.

**Request For Proposals (RFP):** A process to notify the public that proposals are being solicited by the local JCPC for funds made available by Department of Juvenile Justice and Delinquency Prevention.

**Residential Programs:** These services provide programs relating to group home care, temporary shelter care, runaway shelter care, specialized foster care, and temporary foster care in a residential setting.

**Restitution:** A focus on making the offender accountable to the community and/or victim through some form of service/payment, or through an apology, or acceptance of responsibility.

**Restorative Programs:** Programs that offer immediate and short-term involvement with juveniles to focus on negative and/or offending behaviors with the aim of resolution of the presenting problem and extinction of the behavior.

**Risk Assessment:** An instrument used to determine the probability that a juvenile will commit further undisciplined or delinquent acts.

**Risk Indicators:** Data that measures the severity of risk factors.

**Risk Factors:** Behaviors and/or conditions that put children and juveniles at-risk of becoming delinquent.

**Services:** The active treatment ingredient of a program; the experiential portion of the program that the juvenile is involved in that targets key risk factors and treatment needs.

**Sex Offender Treatment Program In/Out Patient:** Programs or components of programs whose primary purpose is to provide sex offender-specific evaluation and treatment in a manner consistent with nationally recognized standards and procedures for the management and treatment of juvenile sex offenders. It is distinct from other mental health or counseling type services, has an assessment/evaluation component, is practiced primarily in groups, has a family group component or focus, has designated follow-up procedures and is generally legally mandated.

**Specialized Foster Care:** A residential service that provides care for juveniles with serious behavioral or emotional problems through foster parents whose special training is designed to help them understand and provide needed support for the juveniles who are placed in their care. Emergency back up services, as needed, shall be provided by professional social workers.

**Standardized Program Evaluation Protocol (SPEP):** An evaluation tool that provides a template of research based characteristics that JCPC programs may model in an effort to impact recidivism rates.

**Structured Activities Programs:** Programs that offer skill-building activities in a non-residential setting. Program may offer these skills to juveniles and/or their parents for the purpose of enhancing personal enrichment, skills or abilities in a particular area.

**Supplanting:** Replacing an existing funding source with Department of Juvenile Justice and Delinquency Prevention funds.

**Teen Court:** A community resource for the diversion of cases in which a juvenile has allegedly committed certain offenses for hearing by a jury of the juvenile's peers, which may assign the juvenile to counseling, restitution, curfews, community service, or other rehabilitative measures.

**Temporary Foster Care:** A residential service provided by licensed foster parents for up to 60 days for a juvenile temporarily removed from the juvenile's home due to family crisis or some other need for respite.

**Temporary Shelter Care:** A residential service that provides group home care and shelter, up to 90 days, for juveniles temporarily removed from the juvenile's home during a family crisis.

**Third Quarter Accounting Form:** Documentation required by each JCPC funded program that accounts for expenditures through the third quarter of the fiscal year.

**Tutoring, Remedial Education Classes, or Activities:** Juvenile receives assistance with understanding and completing school work and/or classes or trips designed to be an enrichment of or supplemental experience beyond the basic educational curriculum.

**Undisciplined Juvenile:**

(a) A juvenile who, while less than 16 years of age, but at least six (6) years of age, is unlawfully absent from school; or is regularly disobedient to and beyond the disciplinary control of the juvenile's parent/legal guardian/custodian; or is regularly found in places where it is unlawful for a juvenile to be; or has run away from home for a period of more than 24 hours; or

(b) A juvenile who is 16 or 17 years of age and who is regularly disobedient to and beyond the disciplinary control of the juvenile's parent/legal guardian/custodian; or is regularly found in a place where it is unlawful for a juvenile to be; or has run away from home for a period of more than 24 hours.

**Vocational Development:** A structured activity with an overall emphasis on preparing the juvenile to enter the work force by providing actual employment, job placement, non-paid work service (non-restitution based), job training, or career counseling.

**Volunteer:** A person who, without pay, assists in the delivery of or augments services provided by paid staff.



**Youth Development Center (YDC):** A secure residential facility authorized to provide long-term treatment, education, and rehabilitative services for delinquent juveniles committed by the court to Department.

*POLICY NOTES: "Days" are in calendar days unless otherwise indicated.*

*"Parent/Legal Guardian" terminology does not exclude the possibility that a custodian may fill this role.*